

**MINUTES OF THE CITY COUNCIL MEETING  
OF THE CITY OF GLENN HEIGHTS, TEXAS**

**SEPTEMBER 27, 2016**

**STATE OF TEXAS** \*

**COUNTIES OF DALLAS AND ELLIS** \*

**CITY OF GLENN HEIGHTS** \*

On the 27<sup>th</sup> day of September, 2016, the City Council of the City of Glenn Heights met in a special meeting at the Glenn Heights City Hall in Glenn Heights, Texas located at 1938 S. Hampton Road with the following members present:

**CITY COUNCIL:**

Leon Payton Tate	*	Mayor
Tony Bradley	*	Mayor Pro Tem
Sidney Davis	*	Council Member
Emma Ipaye	*	Council Member
Ron Adams	*	Council Member
Harry Garrett	*	Council Member (Arrival 7:05 p.m.)
Glenn George	*	Council Member

**STAFF:**

David Hall	*	Deputy City Manager
Mari Corbitt	*	Organizational Development Specialist
Charles Brewer	*	Director of Infrastructure
Sgt. Jackson	*	Police Department
Jeremy Tennant	*	Senior Planner
Robert Floyd	*	Interim Financial Analyst

**CONSULTANT:**

Dan Brantner	*	Vice-President, Randall Scott Architects
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**ABSENT:**

Aretha Ferrell-Benavides	*	City Manager
Juanita Willman	*	City Secretary
Whitt Wyatt	*	Consultant from the City Attorney's Office

Mayor Tate called the meeting to order at 7:02 p.m.

**INVOCATION:** Mr. Graham Weatherspoon delivered the invocation.

**PLEDGE OF ALLEGIANCE:** Mayor Tate led the assembly in the Pledge of Allegiance.

**PUBLIC COMMENT:** There were no speakers to address the City Council.

## WORKSHOP AGENDA

Motion by Mayor Pro Tem Bradley to open the workshop at 7:03 p.m. Councilman Adams made the second. The vote carried with the following vote:

**VOTE:**        **6 Ayes** – Davis, Bradley, Ipaye, Tate, Adams, and George.  
                 Later Arrival – Garrett

1. Discuss and consider New City Hall and Public Safety Buildings. Deputy City Manager Hall introduced this agenda matter. Mr. Hall introduced the changes that the City staff had developed based on anticipated reduction in cost that would not support future City growth. Mr. Hall introduced Mr. Dan Brantner with Randall Scott Architects as being available to answer the City Council's questions related to methodology used for cost estimates.

A question was raised about the size of the City Council Office. Mr. Brantner indicated there would be a comfortable fit for two people using shared space including two desks. It was noted that secure locker-type storage would be developed for each individual City Council Member to have their own storage space. It was noted that details will be determined as the design charrette is done. Additional questions were raised about increasing the meeting seating capacity to 100 persons. The use and size of a multi-purpose room was discussed. There was some discussion related to the differences in use between a multi-purpose room in municipal building versus a multi-purpose room in a recreational type of building. Questions were raised about LEEDs design services. Mr. Brantner indicated the firm would be as energy efficient as possible in the design processes as possible without using LEEDs standards which can involve more costs. Clarity was obtained about furniture, fixtures, and equipment as being part of the work following conceptual design working with the construction manager at risk. Mr. Hall indicated he is developing a Request for Proposals for a construction manager at risk.

The City Council asked about the \$45,000 costs for site assessment services. The City Council asked what other information is required to complete the work. Mr. Hall indicated that utility location information needs to be completed by Public Infrastructure Director Brewer. It was noted that information needs to be provided to Randall Scott Architecture so the site assessment work can be completed. There were questions raised and answered about having a multi-story building so that some of the space may be leased to recapture some of the building costs.

Motion by Mayor Pro Tem Bradley to close the workshop at 8:20 p.m. Councilman Adams made the second. The vote carried with the following vote:

**VOTE:**        **7 Ayes** – Davis, Bradley, Ipaye, Tate, Adams, Garrett, and George.



## AGENDA

2. Discuss and consider (square footage) size for New City Hall.

The City Council asked to have detailed information provided related to the costs assessed by Randall Scott Architects and as the City Council moves through the next phases. Mr. Hall indicated he needs the building size and budget size to get the study work and RFP development completed. There was some discussion related to needing a geo technical study and other work to be done.

Motion by Mayor Pro Tem Bradley to approve Agenda Items 2 and 4 to consider 25,000 square feet as the size of the new City Hall and a not to exceed amount of \$1.7 million. Mayor Tate made the second. The motion carried with the following vote:

**VOTE: 7 Ayes** – Davis, Bradley, Ipaye, Tate, Adams, Garrett, and George.

4. Discuss and consider not to exceed amount for New City Hall.

Motion by Mayor Pro Tem Bradley to approve Agenda Items 2 and 4 to consider 25,000 square feet as the size of the new City Hall and a not to exceed amount of \$1.7 million. Mayor Tate made the second. The motion carried with the following vote:

**VOTE: 7 Ayes** – Davis, Bradley, Ipaye, Tate, Adams, Garrett, and George.

3. Discuss and consider (square footage) size for New Public Safety Buildings.

Motion by Councilwoman Ipaye to approve Agenda Items 3 and 5 to consider 27,000 square feet as the size of the new Public Safety Building and a not to exceed amount of \$3.5 million. Councilman Adams made the second. The motion carried with the following vote:

**VOTE: 7 Ayes** – Davis, Bradley, Ipaye, Tate, Adams, Garrett, and George.

5. Discuss and consider not to exceed amount for new Public Safety Buildings.

Motion by Councilwoman Ipaye to approve Agenda Items 3 and 5 to consider 27,000 square feet as the size of the new Public Safety Building and a not to exceed amount of \$3.5 million. Councilman Adams made the second. The motion carried with the following vote:

**VOTE: 7 Ayes** – Davis, Bradley, Ipaye, Tate, Adams, Garrett, and George.

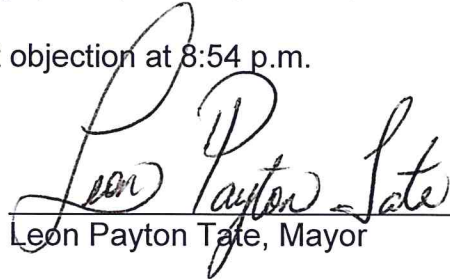
Councilman Garrett asked for a moment to thank the City Council Members and City staff for their condolences on the passing of his sister.

## ADJOURNMENT

Councilman Adams moved to adjourn the meeting at 8:54 p.m. The motion carried with the following vote:

**VOTE:**        **7 Ayes** – Davis, Bradley, Ipaye, Tate, Adams, Garrett, and George

Mayor Tate adjourned the meeting without objection at 8:54 p.m.

  
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Leon Payton Tate, Mayor

Attest:

  
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Juanita Willman, City Secretary

**Passed and approved the 3<sup>rd</sup> day of October, 2016.**